

N.J.A.C. 4A:4-2.1(g) provides that the Civil Service Commission (Commission) can accept clarifying information in eligibility appeals. For example, information submitted on appeal pertaining to duties in a given position that expands or enlarges information previously submitted is considered clarifying and is accepted.

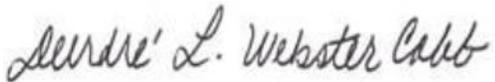
In this matter, initially Agency Services determined that the appellant was primarily performing secretarial duties, and not clerical duties, while provisionally performing in the subject title. However, on appeal, the appellant explains that in addition to secretarial duties, clerical duties were one of her primary duties while provisionally serving in the subject title. Therefore, the Commission finds that the appellant has sufficiently clarified that she has been performing the required duties for more than the required time by the closing date.

ORDER

Therefore, it is ordered that the appeal be granted, and Ilse Hyde's application be processed for prospective employment opportunities only.

This is the final administrative determination in this matter. Any further review should be pursued in a judicial forum.

DECISION RENDERED BY THE
CIVIL SERVICE COMMISSION ON
THE 14th DAY OF AUGUST, 2019



Deirdré L. Webster Cobb
Chairperson
Civil Service Commission

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